

**STATEWIDE  
NATIONAL GUARD OF ARIZONA  
HUMAN RESOURCE OFFICE  
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495  
PHONE (602) 629-4800; DSN 853-4800  
WEBSITE: <http://dema.az.gov/>**

**TITLE 32 EXCEPTED  
TECHNICIAN VACANCY ANNOUNCEMENT**

**NATIONAL GUARD MEMBERSHIP IS REQUIRED:** This is an excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be **required to wear the military uniform.**

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**ANNOUNCEMENT NUMBER: 18-309T      OPENING DATE: 1-Aug-18    CLOSING DATE: 21-Aug-18**

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**POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:**  
**IT Specialist (INFOSEC), GS-2210-9, E-5 - E-9; W-1 - W-2; MPCN: 1224-011**

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**APPOINTMENT FACTORS: OFFICER ☐      WARRANT OFFICER ☒      ENLISTED ☒**

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**KNOWN PROMOTION POTENTIAL: NONE**

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**SALARY RANGE:** **\$52,229.00-\$67,899.00 PA**      **SUPERVISORY ☐    MANAGERIAL ☐**  
**NON-SUPERVISORY/NON-MANAGERIAL ☒**

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**LOCATION OF POSITION:**  
**Deputy Chief of Staff (DCS), G-6, Phoenix, Arizona**

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**APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed postmarked no later than the closing date.** The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted.

**AREA OF CONSIDERATION:** This position is in the Federal/Excepted Civil Service and is **open to current members in the Arizona Army National Guard.** Individual selected will receive a Permanent Appointment after successful completion of a 1 yr trial period. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results.

**INSTRUCTIONS FOR APPLYING:** Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application documents must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants **MUST** submit a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement) or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a Resume or the Optional Form 612. Applicant **MUST** submit complete ERB/ORB and/or other documentation to verify possession of AFSC/MOS.

**EVALUATION PROCESS:** Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending

dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

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**CONDITION OF EMPLOYMENT:** Prior to appointment into this position, selectee must be a current member of the Arizona Air/Army National Guard, G-6 and must possess the following AFSC/MOS: 25 series or AFSC 3D1XX or 3D0XX; Warrant Officer MOS: 255 series.

- Federal employment suitability as determined by a background investigator.
- May be required to successfully complete a probationary period.
- Participation in the Direct Deposit/Electronic Funds Transfer Program.
- Military Uniform must be worn.
- Applicants must maintain membership and employment in the National Guard in the military grade listed in this announcement.

**EQUAL OPPORTUNITY:** The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

<b>Relocation Incentive may be offered:</b>	<b>YES</b> <input type="checkbox"/>	<b>NO</b> <input checked="" type="checkbox"/>
<b>PCS may be offered:</b>	<b>YES</b> <input type="checkbox"/>	<b>NO</b> <input checked="" type="checkbox"/>

**NOTES:**

NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.

NOTE: This announcement is open to Air and Army National Guard.

NOTE: Must submit ERB or ORB to verify proof of AFSC/MOS.

NOTE: Must have a valid Secret Security Clearance

NOTE: Must have Security+ or higher certification; or, capable of getting Security Plus certified within 6 months.

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**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:**

**Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.**

1. Knowledge of and experience with Microsoft administration tools with an emphasis on command-line abilities.
2. Ability to troubleshoot workstation security issues.
3. Basic knowledge of Windows PowerShell
4. Experience dealing with customers in-person and over the phone to resolve application-related issues.
5. Knowledge and experience in obtaining, testing, and installing operating system and third-party software patches.

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**SPECIALIZED EXPERIENCE:** Must have at least 24 months of experiences working on information technology administrative classified systems, workstations, and servers using multiple operating systems. Experiences involved the installation and testing of the system security configuration, along with a range of competencies in monitoring, operating, troubleshooting and maintaining workstation and server hardware and software. Must have experiences as a technical expert and unit focal point for the configuration of hardware and software on a variety of IT systems with different hardware and operating systems. Skilled to identify and enforce command standards for hardware and software configurations. Skilled to develop, modify, and tests overall system backup and recovery strategies for assigned systems. Able to configure work-station security parameters. Competent in troubleshooting and correcting software problems that included resolving conflicts between applications, hardware and/or device conflicts, and operating system faults.

**BRIEF JOB DESCRIPTION:** This position is located at the Phoenix, Papago Park Military Reservation, DCS, G-6, Phoenix, Arizona. This unit helps protect the nation's war-fighters' information, cyber mission systems, computer networks, critical infrastructure and key resources. The incumbent provides systems administration support on workstations and servers using multiple operating systems; responsible for installing and testing the system security

configuration and monitoring, operating, troubleshooting and maintaining workstation and server hardware and software. The incumbent is the primary customer support specialist for the classified systems used throughout the unit.

**SELECTING OFFICIAL:** CPT John T. Kelly

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